

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, September 16, 2020
200 W. Alona Lane, Lancaster, Wisconsin

MEMBERS PRESENT VIA Zoom: Carol Beals, Joan Davis, Judy Friar, Nancy Howard, Amy Kite, Justin O'Brien, Gary Ranum (Chair.), Patrick Schroeder, and Mike Tiber.

MEMBERS PRESENT VIA Zoom in office: Charles Stenner and Mary Ellen Tredinnick.

OTHERS PRESENT VIA Zoom: Jeff Lockhart, Jan Sudmeier, Cheryl Knapp and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 6:00 p.m.; quorum present.
2. OPEN MEETINGS LAW CERTIFICATION: A notice was published in the Herald Independent, stating the date, time and place of the Unified Community Services Board meeting. Notice was also posted in four public locations, on Grant and Iowa Counties websites and sent to local radio stations. Notice given that meeting will be conducted via electronic videoconferencing. Verified by Nancy Schmitz.
3. AGENDA: Mike Tiber moved to approve the agenda. Motion seconded by Justin O'Brien and passed unanimously.
4. MINUTES: Patrick Schroeder moved to approve the minutes of the August 19, 2020 meeting. Motion seconded by Judy Friar and passed unanimously.
5. INTRODUCTIONS AND PUBLIC COMMENTS: None.
6. BILLS: Charles Stenner moved approval for payment of the bills August/September, 2020 as reviewed. Motion seconded by Mary Ellen Tredinnick and passed unanimously.
7. REPORTS:
 - a) Financial report for August, 2020 given by Jan Sudmeier.
 - b) Personnel report for August, 2020 given by Cheryl Knapp.
 - c) Personnel Committee Report given by Patrick Schroeder. The Personnel Committee recommended a 1.0% across the board salary increase on January 1st and 1% increase across the board on July 1st. Also include in the budget increasing wages for support staff to bring positions closer to comparable rates. Revisions to the Employee Handbook were approved.
 - d) Finance Committee Report given by Gary Ranum. The Finance Committee recommended that the 2021 draft budget be approved.
 - e) Chairman's report – None.
 - f) Jeff Lockhart presented the Agency Director's report as follows:
 - i. Unified has an unassigned fund balance of 23%.
 - ii. We now have 12 consumers signed up for the CCS Program.
 - iii. Emergency Services is receiving calls from individuals with psychosis.
 - iv. Jeff is in the process of developing simplified paperwork so therapists can spend more time with clients.
 - v. Macee Sullivan hired as a Substance Abuse Counselor.
 - vi. Jeff attended the Grant County Board Budget meeting today. The county is looking at a 1.5 million dollar deficit.

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Patrick Schroeder thanked Jeff for the presentation he gave to the Grant County Health Department.

Gary Ranum mentioned that the Conservation and Zoning Department approved part of the COVID-19 funding go toward providing Internet Bandwidth to the UCS building, which would allow for voice over internet for telehealth services.

Mary Ellen asked about updates on building lease. Agency is not pursuing at this time. We will continue to explore options.

Joan Davis moved to accept the reports and place them on file. Motion seconded by Justin O'Brien and passed unanimously.

9. 2021 BUDGET: Jan Sudmeier reviewed the budget. UCS expects more CCS revenue in 2021 and isn't requesting any increase from the counties. Wages increased due to new positions. Charles Stenner moved to adopt budget as reviewed and present to the full County Board. Motion seconded by Judy Friar and passed unanimously.
10. NEXT MEETING: October 21, 2020 at 6:00 p.m. Consensus of group to change time of the next meeting to 6:00 instead of 7:00 p.m. We will continue to meet via zoom.
11. ADJOURNMENT: Mary Ellen Tredinnick moved to adjourn at 6:24 p.m. Motion seconded by Amy Kite and passed unanimously.

Nancy Schmitz, Recorder